



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Finance Subcommittee Meeting

April 29, 2019 | New Britain Educational Administration Center

Call to Order and Opening

Ms. Gayle Sanders-Connolly, Finance Subcommittee Chair, called the meeting to order at 6:51 pm.

Board Members Present

Mr. Merrill Gay, Ms. Annie Parker, Ms. Nancy Rodriguez, Ms. Nicole Rodriguez, Ms. Gayle Sanders-Connolly

CSDNB Staff Present

Mr. Kevin Kane, Mr. Ray Moore, Ms. Kristin Salerni, Ms. Sondra Sanford, Ms. Nancy Sarra

New Business

Review and approve previous minutes from Finance Subcommittee meeting on March 25, 2019

There were no recommended changes to the Finance Subcommittee minutes from March 25, 2019

Partnerships: Accept donation from American Savings Foundation (\$50,000)

Submitted by Ms. Donna Clark

The District is mandated to provide summer school to students in grades post K- post 3, who score substantially deficient in reading. This grant funding will be utilized to support the afternoon enrichment portion of SEE, which is led by Community Based Organizations. Although the traditional academic learning occurs during the morning session, it is important to note that our strong school-community partnership ensures that speaking and listening standards are integrated into the students' afternoon enrichment experiences as well. This practice supports the Partnership Pillar of the DIP, "we cultivate and sustain engaging family-school-community partnerships for student and staff success."

The total is \$50,000 and the funding source is American Savings Foundation.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Accept donation from School District Bowling Event (\$2,959)

Submitted by Mr. Joe Vaverchak

The proceeds from the school district bowling event will be used to provide clothing, school uniforms, hygiene supplies, and school supplies for our identified homeless students and families.

The total is \$2,959.00 and the funding source is proceeds from the school district bowling event.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

New Britain Board of Education

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Partnerships: Accept donation from United Way (\$60,000)

Submitted by Ms. Mayra Rodriguez

XTREME is the district's summer school program "Excellence Through Real-world Experiences and Maximizing Energy". The United Way deemed the program worthy of their requirements for innovation, utilizing best practices in reducing the summer learning slide, and promoting community partnerships to improve student academics and engagement in learning during the summer months. This grant funding will be utilized to support the afternoon enrichment portion of XTREME, which is led by Community Based Organizations. Partnerships between CSDNB and Community Based Organizations will help students connect to both their school and the larger community.

The total is \$60,000 and the funding source is United Way.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Operations: Approve Bid Waiver and Purchase Order for Purchase of Road Salt (\$11,314.25)

Submitted by Mr. Raymond Moore | Funding Source: Local

Each year, the Facilities Department needs to purchase road salt for the purpose of keeping school driveways and parking lots ice free and safe. The City of New Britain bids the purchase of road salt for use by the City of New Britain as well as the New Britain Board of Education.

The total is \$11,314.25 and the funding source is Local Funds 101093126000-54103.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Operations: Approve Bid Waiver and Purchase Order for 12 Boilers for 4 Schools (\$598,280)

Submitted by Mr. Raymond Moore | Funding Source: Local

In an effort to continue pursuing energy conservation projects, we are replacing boilers at New Britain High School, Pulaski Middle School, Roosevelt Campus and Slade Middle School with extremely energy efficient boilers. The District is spending a significant amount of money each year to maintain the current boilers which are 47 years old (NBHS); 58 years old (Pulaski); 25 years old (Roosevelt) and 58 years old (Slade). The boilers will be replaced with state-of-the-art Peerless gas fired, condensate boilers. Eversource will rebate the New Britain Board of Education \$36,000 per school for a total of \$144,000. We are requesting the Board of Education award Sid Harvey Industries the purchase of 12 Peerless gas-fired, condensate boilers and the installation of 12 boilers to Environmental Systems Corporation for a total cost of \$598,280.00. Bids were advertised in the Hartford Courant on April 12, 2019 and opened on April 24, 2019.

The total is \$598,280.00 and the funding source is Local Funds 101093126000-57300.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

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Partnerships: Approve Bid Waiver and Purchase Order for Technology Education Machinery (\$77,586.75)

Submitted by Ms. Ryan Langer | Funding Source: The Commissioner's Network Grant

This board memo is for multiple equipment line items previously approved by SDE for purchase from Haas Factory Outlet. The first piece of machinery is a Minimill for \$31,995.00. The second is a TL-1 for \$27,995.00. Both purchases will support the Technology Education courses at New Britain High School.

Haas was approved as a vendor for this purchase by SDE. The total cost is \$77,586.75 to include installation, warranty and necessary training for staff. This purchase will create an opportunity for students to be better prepared for work based learning through real time in class hands on application of skills.

The total is \$77,586.75 and the funding source is The Commissioner's Network Grant Unknown.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Approve Bid Waiver and Purchase Order for Photo, Video and Sound Equipment (\$8,520.96)

Submitted by Ms. Ryan Langer | Funding Source: Title IV Grant

This board memo is for multiple supplies and equipment line items previously approved by the state for purchase from B & H Photo and Video. The photo, video and sound equipment will be utilized by students and staff connected to the high school multi-media and communication courses. Currently, there is a definite need to focus on chronic absenteeism in the district specifically in transition years. High school students will create grade specific projects and campaigns highlighting the importance of attendance. Student interns working with the District Communication Specialist will also have access to this equipment. Finally, with the implementation of a K-12 STEAM curriculum, there will be many additional opportunities for students to participate in this type of project. B & H was approved as a vendor for this purchase.

The total is \$8,520.96 and the funding source is Title IV Grant Unknown.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Approve Bid Waiver and Purchase Order for 32 Dell Laptops (\$27,245.76)

Submitted by Ms. Ryan Langer | Funding Source: The Commissioner's Network Grant

This board memo is for multiple equipment line items previously approved by SDE for the education pathway. These materials will specifically support the Family and Consumer Science course(s). The 32 Dell Laptops were approved for purchase through the grant by SDE but require additional BOE approval to move forward.

Dell was approved as a vendor for this purchase by SDE. This purchase will create an opportunity for students to be better prepared for work based learning through real time in class hands on application of skills.

The total is \$27,245.76 and the funding source is The Commissioner's Network Grant Unknown.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

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Partnerships: Approve Bid Waiver and Purchase Order for Promotional Supplies for use in Attendance Campaign (\$33,281.00)

Submitted by Ms. Ryan Langer | Funding Source: Family Resource Center Grant

The Partnership Office proposes utilizing the Family Resource Center grant from the CT State Department of Education to fund the purchase of promotional supplies in alignment to its community-wide attendance campaign "Every Day Matters." The campaign will utilize several different best practice strategies to engage students, families, staff and community members through the Attendance Works partnership. One of the most important pieces will be marketing and communication.

\$11,216.00 will be spent on parent activity supplies such as full color magnets with district calendars on them, water bottles, notebooks and other school supplies. \$22,065.00 will be spent on other supplies to be focused on staff and student outcomes such as branded notebooks and school supplies for all staff and drawstring backpacks for students attending fall events such as the annual Back to School Bash.

The total is \$33,281.00 and the funding source is Family Resource Center Grant, CTSDE Unknown.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Approve Grant from Nellie Mae Foundation (\$1,403)

Submitted by Ms. Ryan Langer

CSDNB is in a multi-year partnership with the Nellie Mae Foundation for the execution of a community engagement grant. This board memo is for the approval of the 2018 part 2 funding to be utilized in 2019 to continue the community engagement work with the Nellie Mae Foundation.

The total is \$1,403 and the funding source is Nellie Mae Foundation.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Review Budget Amendment Request for Excess Hurricane Funds and Budget Transfers (DRAFTS)

Submitted by Kevin Kane

On February 27, 2019, City Common Council approved a resolution to amend Board of Education 2018-2019 Operating Budget by an additional \$367,813 for the Excess Hurricane Funds from the original appropriation of \$125,700,000 to an amended appropriation of 126,067,813. We are requesting the Board amend the 2018-2019 budget by \$367,813 to fund new musical instruments, storage facilities and cabinets for a music library to support the New Britain High School Music Department.

In addition, budget transfers of \$1,643,185 are being requested to fund various facilities improvements and capital needs.

The Finance Subcommittee reviewed the draft proposals and recommended that Kevin Kane present revised and finalized lists of amendment requests and budget transfers for approval at the next regular board meeting.

Operations: Approve Finance Report – March 31, 2019

Submitted by Mr. Kevin Kane

The Financial Report ending March 31, 2019 was presented.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

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Closing and Adjournment

The meeting was adjourned at 7:41 pm.